

Spec. Code: 0195(0185)
Occ. Area: 16
Work Area: 048
Prob. Period: 6 mo.
Prom. Line: None
Effective Date: 07/05/91

CHILD CARE ASSISTANT

Function of Job

To provide care for pre-school children in a child development and/or child care facility, working under direct supervision from staff members who are responsible for the planning and supervision of the activities of the children.

Characteristic Duties and Responsibilities

1. assists in the supervision of children during play to safeguard their health and safety
2. assists in providing for the physical needs of children (such as feeding, dressing, sleeping, washing, and other activities)
3. supports child development staff in implementation of learning experiences provided for the children (such as preparing paints, helping children with their paint smocks, and labeling their art work)
4. provides information about children and their progress to child development staff for incorporation into reports and records
5. assists in care and maintenance of classroom, equipment, supplies, and play yard
6. performs other related duties as assigned

MINIMUM ACCEPTABLE QUALIFICATIONS

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. possession of credentials required by Illinois Department of Children and Family Services for employment as a Child Care Assistant

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. physical examination as required by Illinois Child Care Act for employees in child care facilities
2. personal attributes required by Illinois Department of Children and Family Services for all child care personnel

Child Care Assistant Revised
